



CalHFA Loan Purchase Submission Checklists

(Documents required for loan purchase)

First Mortgages Serviced by Lender

_____ MSV Part II, original, fully completed and executed
_____ Original Promissory Note endorsed to California Housing Finance Agency
_____ Title Company certified copy of Deed of Trust (including legal description page)
_____ Title Company certified copy of Assignment (if applicable)
_____ Loan Payment History - current
_____ HUD 1

First Mortgages Service-Released to CalHFA

In addition to the above items, the following items must be provided

_____ Initial, signed or final, signed Loan Application (copy)
_____ Borrower(s)' _____ Co-signor(s)'
_____ Buydown Agreement (if applicable)
_____ Quitclaim Deed (if applicable)
_____ Truth-In-Lending Disclosure – Reg. Z (copy)
_____ Good Faith Estimate (copy)
_____ Declaration of Insurance
_____ hazard _____ flood

Subordinate CalHFA Mortgages (CHAP, CHDAP, ECTP, HiCAP, HIRAP)

For Each Subordinate Loan, the following items must be provided

_____ MSV Part II (Subordinate)
_____ Original Promissory Note drawn on CalHFA documents
_____ Title Company certified copy of Deed of Trust (including legal description page)
_____ HUD 1
_____ Loan payment history if any loan curtailments have been made

All Loan Purchase Packages must be sent to:

CalHFA Homeownership Programs

1121 L Street, 7th Floor

Sacramento, CA 95814

Telephone: (916) 324-8088 Fax: (916) 324-6589